

HUMAN RESOURCES AND LABOR NEGOTIATIONS COMMITTEE

HR COMMITTEE MEMBERS PRESENT: **Marsik Frohling, Greshay, Schmidt, and Duchac**

Minutes of the regular meeting of the Human Resources and Labor Negotiations Committee of the Dodge County Board of Supervisors held on Tuesday, January 17, 2017 at 9:00 a.m. in meeting room 4C, located on the fourth floor of the Administration Building.

ALSO PRESENT: **Sarah Eske, Human Resources Director; Jim Mielke, County Administrator; Tonia Mindemann, Assistant Human Resources Director; Angi Zilliox, Human Resources Specialist; Scott Smith, Chief Deputy; Russell Kottke, County Board Chairperson; Jeff Berres, County Board Supervisor.**

Meeting called to order by Marsik at 9:00 a.m.

Roll call was taken. All members present.

Eske verified that the meeting was noticed in compliance with the Open Meetings Law.

Motion by Greshay to approve the agenda and allow the Chairperson to go out of order to efficiently conduct the meeting. Second by Duchac. Motion carried.

Marsik asked if anyone present had any public comments. None

Motion by Schmidt to approve the minutes of the regular session meetings of the December 20, 2016 and January 3, 2017 meetings of the Human Resources and Labor Negotiations Committee. Second by Frohling. Motion carried.

Eske referred the Committee to a memo from Kathilynne Grotelueschen, Assistant Corporation Counsel, regarding proposed changes to committee meeting agendas and the Badke Notice. Eske asked the Committee members if they had any questions and highlighted that the current meeting was cited as a Badke Notice.

Closed Session:

Motion by Greshay, second by Duchac to convene in Closed Session. Before voting on the motion, Chairperson Marsik announced to all present that the reason for convening in closed session for the purpose of conducting public business specifically for conducting public business, which, because of bargaining reasons, requires a closed session, namely, developing negotiation strategies for collective bargaining, and for conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. The meeting is closed pursuant to Section 19.85(1)(e) and (g) of the Wisconsin Statutes. Motion carried by unanimous vote of all members present at 9:05 a.m.

Open Session:

Motion by Frohling, second by Schmidt to reconvene in open session. A roll call vote was taken. Motion carried by unanimous vote of all members present at 9:19 a.m.

Motion by Schmidt to approve the Tentative Agreement with Sworn Union Local 120, The Labor Association of Wisconsin with the recommended language clean-up and Memorandum of Understanding as agreed upon. Second by Frohling. Motion carried.

Eske presented the Committee with a draft resolution in anticipation of approval of the Tentative Agreement.

Motion by Frohling to approve moving the resolution forward to the County Board to Approve the Tentative Agreement with the Sworn Union Local 120, The Labor Association of Wisconsin, as previously approved. Second by Duchac. Motion carried.

Eske notified the Committee that the Employee Trust Funds Group Insurance Board meeting on January 13, 2017 was cancelled. However, Eske indicated that she would monitor updates and include the topic on future agendas.

Eske explained current county processes regarding employee driver record verification for those subject to the driver qualification policy. Eske elaborated that the Department Of Transportation offers access to the Public Abstract Request System (PARS) to receive notifications of changes in an employee's driver record. Eske explained there is a \$5.00 charge for each abstract received from PARS. Eske noted that Human Resources will be working with Human Services and Health and the Highway Department, who already use PARS. Eske emphasized that verification through PARS does not replace the employee's responsibility under the Driver's Qualification Policy to notify the supervisor of a change in a driver record.

Eske announced that quarterly Worker's Compensation Reports including new claims, claim types, and open claims will be provided to the Committee. Eske explained the Worker's Compensation Fund Balance. Mielke explained why a policy is necessary and stated that they wanted input from the Committee on setting the Fund Balance. Mielke stated he would bring a report to the next Committee meeting.

The Committee reviewed the Personnel Requisitions. Mielke recommended approval of these requests.

One (1) Captain – Operations	Sheriff
One (1) Communications Officer – Relief	Sheriff
One (1) Programs Corporal	Sheriff
One (1) 4H Youth Dairy & Livestock Summer Intern	UW Extension
One (1) 4H Summer Agent	UW Extension

Motion by Greshay to approve the Personnel Requisitions as presented. Second by Schmidt. Motion carried.

Mindemann presented two (2) leaves of absence for consideration: one for an employee with Human Resources for an unpaid Medical Leave of Absence 01/03/17-01/06/17 and one for an employee with Human Services and Health for an unpaid intermittent General Leave of Absence to care for a spouse 01/04/17-07/04/17. Mindemann indicated that Human Resources does have supporting medical certification for both leave requests.

Motion by Frohling to approve the leave of absences as presented. Second by Duchac. Motion carried.

The Committee reviewed the Salary, Wage, and Status changes as presented.

NEW HIRE - Adam S. Oestreich, Correctional Officer, Sheriff, \$18.77, DC06, ST01, 01/03/2017. RECLASSIFICATION - Patricia Beier, Counselor II AODA/TAD, Human Services, \$20.51, DC06, ST01 progression, 11/10/2016; Stephanie Levenhagen, HSS-Aging, Nutrition, Transportation, Human Services, \$29.52, DC08, ST8B, 01/01/2017; Paul Beeney, Maintenance Mechanic, Physical Facilities, \$22.49, DC06, ST04, 01/01/2017; Michael Bosak, Maintenance II, Physical Facilities, \$16.83, DC04, ST01, 01/01/2017; Paul Cupery, Maintenance Mechanic, Physical Facilities, \$22.49, DC06, ST04, 01/01/2017; Anthony Jezyk, Maintenance Mechanic, Physical Facilities, \$22.49, DC06, ST04, 01/01/2017; James Kirchner, Maintenance Mechanic, Physical Facilities, \$21.31, DC06, ST02, 01/01/2017; David Link, Maintenance Mechanic, Physical Facilities, \$22.49, DC06, ST04, 01/01/2017; Anthony L. Muhle, Maintenance II, Physical Facilities, \$19.71, DC04, ST7B, 01/01/2017; Randy Nofsinger, Maintenance Mechanic, Physical Facilities, \$22.19, DC06, ST04, 01/01/2017; Gary Zwieg, Maintenance II, Physical Facilities, \$20.43, DC04, ST9A, 01/01/2017. STEP INCREASE- Robert G. Barrington, Managing Attorney, District Attorney, \$41.50, DC14, ST05, 01/01/2017; Gina M. Steinke, Judicial Assistant Branch2, Family Court Counseling, \$19.71, DC04, ST07B, 1/24/2017; Brian D. Kassube, Foreman – Operations, Highway, \$26.54, DC07, ST07B, 1/03/2017; Sandra J. Rossing, Secretary, Human Resources, \$19.98, DC03, ST13B, 01/01/2017; Kristen M. Korth, Economic Support Aide, Human Services, \$15.71, DC02, ST09A, 01/02/2017; Kayla F. Severson, Counselor I - AODA Tap, Human Services, \$19.31, DC05, ST02, 01/14/2017; Carol A. Vander Woude, Counselor III – AODA, Human Services, \$23.95, DC07, ST03, 01/13/2017; Vicki J. Zimmerman, Aging and Disability Specialist II, Human Services, \$22.49, DC06, ST04, 01/23/2017; William J. Ehlenbeck, Manager – Parks and Trails, Land Resources & Parks, \$36.52, DC11, ST08B, 01/03/2017; Steven J. Noe, Senior Cartographer, Land Resources & Parks, \$31.63, DC08, ST11B, 01/04/2017; Paul A. Beeney, Maintenance Mechanic, Physical Facilities, \$23.08, DC06, ST05, 01/08/2017; Logan J. Griffith, Custodian II, Physical Facilities, \$14.05, DC02, ST04, 01/02/2017; Donald W. Krueger, Correctional Officer, Sheriff, \$25.47, DC05, ST14A, 01/04/2017; Dustin R. Beck, Jail Supervisor, Sheriff, \$29.52, DC08, ST08B, 01/03/2017; Kristin J. Marwitz, Correctional Officer, Sheriff, \$25.47, DC05, ST14A, 01/04/2017; Kevin K. Schultz, Corporal – Jail, Sheriff, \$27.52, DC06, ST13A, 01/06/2017; Lana A. Stelter, Correctional Officer, Sheriff, \$25.74, DC05, ST14B, 01/24/2017; Daniel C. Watkins, Correctional Officer, Sheriff, \$25.47, DC05, ST14A, 01/24/2017; Rose M. Zangl, Correctional Officer, Sheriff, \$25.74, DC05, ST14B, 01/24/2017; Stephanie M. Levenhagen, HSS – Aging, Nutrition, Transportation, Human Services, \$29.88, DC08, ST9A, 02/05/2017; David L. Link, Maintenance Mechanic, Physical Facilities, \$23.08, DC06, ST05, 01/02/2017.

The Committee reviewed the Orientation Period Reports as presented.

Committee Member Report: Frohling notified the Committee of a CAP team session tomorrow in Madison to meet with several State representatives. Greshay commented that he thought the new expense program is working well.

HR Director's Report:


- a) Disciplinary Actions: Eske notified the Committee of a two (2) day suspension of a Clearview employee for failure to complete a pre-admission requirement.
- b) Grievances and Arbitrations: None to Report
- c) Eske notified the Committee that interviews for the Corporation Counsel position will be held on Thursday, January 19, 2017.

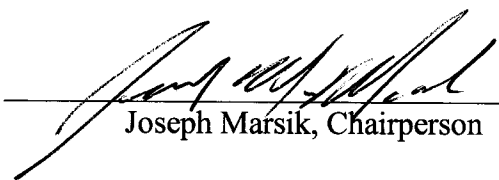
Future Agenda Items: ETF Insurance Board Report and Worker's Compensation update.

HUMAN RESOURCES AND LABOR NEGOTIATIONS COMMITTEE – 01/17/2017

The next scheduled meetings of the Human Resources and Labor Negotiations Committee are regular meetings on **February 6, 2017 at 10:30 a.m. and February 21, 2017 at 9:00 a.m.** which will be held in room 4C of the Administration Building.

Meeting adjourned by order of the Chairperson at 9:46 a.m.


Richard Greshay, Secretary


Joseph Marsik, Chairperson

Disclaimer: The above minutes may be approved, amended, or corrected at the next committee meeting.

HUMAN RESOURCES AND LABOR NEGOTIATIONS COMMITTEE

Minutes of Closed Session of the Human Resources and Labor Negotiations Committee of the Dodge County Board of Supervisors on Tuesday, January 17, 2017 in meeting room 4C, located on the fourth floor of the Administration Building.

MEMBERS PRESENT: Marsik, Frohling, Greshay, Duchac and Schmidt

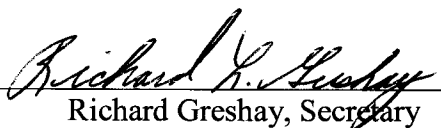
MEMBERS EXCUSED: None

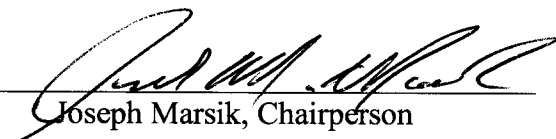
ALSO PRESENT: Sarah Eske, Human Resources Director; Jim Mielke, County Administrator; Tonia Mindemann, Assistant Human Resources Director; Scott Smith, Chief Deputy; Russell Kottke, County Board Chair; Jeff Berres, County Board Supervisor; Kyle Gulya, County Labor Attorney (via phone)

Motion by Greshay, second by Duchac to convene in Closed Session. Before voting on the motion, Chairperson Marsik announced to all present that the reason for convening in closed session for the purpose of conducting public business specifically for conducting public business, which, because of bargaining reasons, requires a closed session, namely, developing negotiation strategies for collective bargaining, and for conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. The meeting is closed pursuant to Section 19.85(1)(e) and (g) of the Wisconsin Statutes. It was the consensus of the Committee to allow County Board Chair Kottke and Supervisor Berres to attend the closed session meeting. Motion carried by unanimous vote of all members present at 9:05 a.m.

The Committee discussed negotiation strategies for collective bargaining.

Motion by Frohling, second by Schmidt to reconvene in open session. A roll call vote was taken. Motion carried by unanimous vote of all members present at 9:19 a.m.


Richard Greshay, Secretary


Joseph Marsik, Chairperson

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